MARSHALLTOWN PARKS AND RECREATION DEPARTMENT
SUMMER EMPLOYMENT OPPORTUNITIES

Part-time Recreation Assistant
Assists with administrative office functions: registrations, rentals, and other clerical and purchasing duties as required. Assist Recreation Supervisor with daily duties of programs. Approximately 30-40 hours. May – August Pay is $8.00 per hour. Must be 18 years old or older.

Summer Blast Head Director
Responsible for planning and organizing the summer camp schedule with games, crafts, field trips and lots of fun. Will need to work approximately 1 week of planning before camp starts. Approximately 40 hours per week. Pay range $10.00 per hour. Must be 18 years old or older.

Summer Blast Directors
Lead a variety of activities under the direction of the Head Director. This day camp is for elementary age students. The camp runs 6:45 a.m. – 5:00 p.m., Monday – Friday for 11 weeks from June to beginning of August. Most positions are either morning or afternoons for about 5 hours a day. Pay range $7.50 to $8.25 per hour. Must be 18 years old or older.

Live Wire/Sparks Head Director
Responsible for planning and organizing the summer camp schedule with games, crafts, field trips and lots of fun. Will need to work approximately 1 week of planning before camp starts. Approximately 20-30 hours per week. Pay range $8 - 9.50 per hour. Must be 18 years old or older.

Live Wires and Sparks Directors
Recreational leaders for kids ages 3-7. Programs run from June to beginning of August. Approximately 20-30 hours per week. Pay range $7.25 to $7.75 per hour. Must be 16 years old or older.

Tiny Tot Sport & Craft Camp Directors
Supervise, lead skill development and direct play for 4 - 6 year old boys and girls. These programs emphasize skill development and fun. Sport Camp is 4 days in June and Craft Camp is 4 days in July. Pay range $7.25 to $7.75 per hour. Must be 16 years old or older.

Camp Marshalltown Co-Directors
Responsible for planning camp schedule with games, crafts, field trips and lots of fun for a specific age group in the camp. This day camp is for children 5-21 with intellectual and developmental disabilities. Age groups are 5-12 & 13-21. Will need to work approximately 1 week of planning before camp starts. Approximately 35-40 hours per week. Pay range $8.50-9.50 per hour. Must be 18 years old or older.

Camp Marshalltown Director
Lead a variety of activities under the direction of the Co-Directors and Head Director. This day camp is for children 5-21 with intellectual and developmental disabilities. The camp runs 9:00 a.m. – 4:00 p.m., Monday – Friday for 8 weeks from June to beginning of August. Pay range $7.50 to $8.00 per hour. Must be 16 years old or older.

Blastball Instructors
Supervise, lead skill development and direct play of the program for 4 & 5 year old boys and girls. This program is a type of T-Ball that emphasizes on skill building and fun. Blastball runs Monday – Thursday evenings for 3 weeks in June from 5:30-7:30 p.m. Pay range $7.25 to $7.75 per hour. Must be 16 years old or older.

Golf Director
Supervise, lead skill development and direct play of golf and instructors. Classes meet Tuesday and Thursday mornings for 8 weeks from June – July, Monday, Wednesday and Friday for 5 days in each month, plus tournament in August. Pay range $8.00 to $10.00 per hour. Must be 18 years old or older.

Golf Instructors
Instructs children's classes under the direction of the Golf Director. Classes meet Tuesday and Thursday mornings for 8 weeks from June – July, and Monday, Wednesday and Friday for 5 days in each month, plus tournament in August. Pay range $7.25 to $7.75 per hour. Must be 16 years old or older.

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Tennis Instructors
Supervise, lead skill development and instruct children's classes. Classes meet Monday – Friday mornings for 6 weeks from June – July. Pay range $7.25 to $7.75 per hour. Must be 16 years old or older.

Art Class Instructor
Plan, organize and lead art class for children of various ages. Must be a certified Art Teacher or certified art professional. Pay is $25 per class hour. Must be 18 years of age or older.

Art Class Assistant
Assists art teacher with art classes. Classes are from 8:00 a.m. – Noon. Various dates in June and/or July. Pay range $7.25 to $7.75 per hour. Must be 18 years old or older.

Aquatic Center Concession Staff
Make and serve food under the direction of the Concession Supervisor and Recreation Supervisor. Food service/concession experience helpful but will train. Up to 30 hours per week. Pay range $7.25 to $7.75 per hour. Must be 16 years of age or older.

Aquatic Center Concession Supervisor
Responsible for day-to-day operations of concession stand as well as supervising staff under the direction of the Aquatic Center Supervisor & the Recreation Supervisor. Food service and supervisory experience is helpful. 30+ hours a week. Pay range $8.00 to $9.50 per hour. Must be 18 years of age or older.

Aquatic Center Admission Staff
Responsible for daily admissions and operating the swim pass software under the direction of the Aquatic Center Supervisor & the Recreation Supervisor. Pay range $7.25 to $8.00 per hour. Must be 18 years of age or older.

Aquatic Center Supervisor & Swim Lesson Coordinator
On-site coordinator for Parks & Recreation swim lessons at the Aquatic Center and direct supervision of staff to ensure quality lessons are being taught. Organize, schedule and implements lessons under the supervision of the Recreation Supervisor. Responsible for day-to-day operations of concession & admission and staff under the direction of the Recreation Supervisor. Responsible for concession inventory and product orders. Pay range $8.00 - $11.00 per hour. Must be 18 years of age or older.

Swim Lesson Instructors
Instruct Red Cross Swim lessons to kids ages 3 and up. Lesson plans provided. Lessons are in the mornings (8:45am – 11:00 am) at the Aquatic Center June, July and August. Need to have the ability to work well with kids and teach them how to be safe, respect and enjoy the water. Pay range $7.25 - $8.00 per hour. Must be at least 16 years of age or older.

Attention Staff/Potential Staff:

The Parks and Recreation Department is always looking for year round supervisors, scorekeepers and camp/program instructors. Please let us know if you are interested in Fall and Winter activities as well as Spring and Summer.